HOW TO BECOME A REGISTERED USER

I hereby declare that I have met the following requirements as to one of the operating systems listed below:

a. Required Hardware - IBM Compatible
- Pentium Processor-based personal computer (16MB of Ram) or; (24 for Windows NT) with 40 MB of available hard disk space
- Windows 95, 98, NT, 2000, or XP
- CD-RW drive or 3.5" diskette drive
- Modem, 56K (or faster) or other Internet access device
- Scanner if documents are not in electronic format

b. Required Hardware - Macintosh
- 68020 processor or Power Macintosh, with 16MB of available RAM
- 40MB of available hard disk space
- Apple System Software version 7.1.2 or later
- CD-RW drive or 3.5" diskette drive
- Modem, 56K (or faster) or other Internet access device
- Scanner if documents are not in electronic format

I have in possession the following software:

a. Required Software
- Adobe Acrobat 4.0 or later (Adobe Reader is not sufficient)
- Netscape Navigator (version 4.78x) or Internet Explorer (version 5.5)
- An Internet Service Provider (Minimum speed of 56K)

My office and I have a full understanding of a windows-based word processing software package, one of the required Internet browsers, and viewing a PDF document in a PDF reader. We feel competent in creating, scanning, or printing a document into a PDF format.

We, the firm of_____, hereby agree to the following:

- To complete all required exercises
- Willing to go on-line within 2-weeks of training

We agree to complete sample exercises for review by your court in order to obtain a login and password.

NOTE: Attorney must be currently enrolled with District Court to practice in Federal Court. Failure to do so will result in non-issuance of ECF login and password.

Any abuse or continual errors in the ECF system may be reason for termination of login and password until further training can be obtained.

Dated: _____ Attorney Signature: _____

Firm Name: _____ Phone #: _____

Please provide us with your top (3) choices for training dates (1)_____

(2)_____ (3)_____

USBC Office Only:

Date Received: _____ Contact Person: _____ Date Called: _____